

Date: April 25, 2005

PAGE LIMITATION LIFTED

In order to eliminate the frequency of manual filings and make documents accessible online, Electronic Rule 5 has been amended regarding the 20 page limitation. Effective immediately, *all* documents--even those exceeding 20 pages-- must be electronically filed (unless sealed). If the document exceeds 1.5Mb (1,536Kb), then it must be divided into segments, with the first segment as the main document and all subsequent segments as attachments to the main document. Each segment should not exceed 1.5Mb. See Page 25 of the April 2004 User's Manual for instructions on adding attachments/exhibits to documents. This new rule does not alter local Rule 7.1 (d) which limits the length of briefs to 20 pages absent a Court order. And as the rule indicates "**Requests for additional time and/or pages are not favored.**"

TOP 10 LIST OF CM/ECF FILING ERRORS

Please share this with the person(s) responsible for electronic filing in our Court.

1. Signature or electronic signature of e-filer omitted. [See Pages 7 and 8 of User's Manual.](#)
2. Attorney login and e-filer do not match. [See Page 8 of the User's Manual.](#)
3. Pdf document and event do not match. [See Pages 23 and 24 of the User's Manual.](#)
4. Attorney fails to "link" to a party when filing Entry of Appearance or other initial document. [See Page 22 of the User's Manual.](#)
5. Certificate of Service omitted. [See Page 10 of the User's Manual.](#)
6. Proposed order e-filed with document when it should be e-mailed. [See Page 12 of the User's Manual.](#)
7. Multiple part motions filed only as a one part motion. [See Page 19 of the User's Manual.](#)
8. Adding previously e-filed documents as attachments/exhibits to a document. [See Page 26 of the User's Manual.](#)
9. No "with consent" when document contains multiple signatures. [See Page 8 of the User's Manual.](#)
10. Attorney fails to maintain his/her User Account in order to receive Notice of Electronic Filing. [See Page 50 of the User's Manual.](#)